



## **Renton Airport Advisory Committee Meeting**

**Wednesday, November 16, 2016**

- 5:30pm Meeting called to order by Marleen Mandt, RAAC Chair.
- 5:33pm Contact information update and new attendance sign-in sheet.
- 5:37pm Review of August 10, 2016 minutes. Minutes unanimously approved.
- 5:38pm **Neighborhood communications**  
- Melody Kroeger asked for information on the unusual sounding large plane or jet that flew over the area in the late afternoon recently. Several neighbors also commented on it because of its unusual sound. Not possible to identify the plane without a visual of the numbers or type of aircraft.
- 5:40pm **Old Business**  
**Airport Lines of Business** (see attached pages 3 to 8)
  - Master Plan
    - A revised Forecast chapter was submitted to the FAA last week
    - Capital Improvement projects are temporarily on hold until the FAA approves the Master Plan
  - Boeing Apron construction is now fully complete
- 6:40pm **New Business -**
  - Membership vacancies
    - South Renton (alternate)
    - Airport Leaseholders (alternate)
  - Airport Staff Changes
    - Airport Intern Peter has taken a job with Boise Airport
    - Jonathan Wilson has taken a job in the private sector. His last day will be December 30, 2016. A farewell celebration will be

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*Clayton Scott Field and Will Rogers-Wiley Post Memorial Seaplane Base*  
616 West Perimeter Road, Unit A, Renton WA 98057 425-430-7471

scheduled for January when Council members are back to work and will include RAAC members.

- **Airport Blast Wall**

- Marleen Mandt asked for a status update on finishing the artwork for the blast wall project. Jonathan replied that an agenda bill for the remaining artwork was submitted to Council and was rejected. Airport funds for the blast wall project have since been transferred to the Shoreline Mitigation project.

6:45pm

**Question and Answer Session**

-Discussion on the blast wall artwork, should the membership approach City Council to request that the issue be reconsidered?

7:00pm

**Meeting Process Check**

***Next meeting date: February 21, 2017; May 9, 2017; August 8, 2017; November 14, 2017***

7:00pm

**Meeting adjourned**

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## Airport Update for RAAC

### Airport Business Management

#### Airport Master Plan Update - In Progress

- What:** Update of the Airport's existing 1997 Master Plan. A Master Plan is a comprehensive study of an Airport that identifies the short, medium, and long term development alternatives to meet future aviation demand.
- Why:** Master Plans are typically updated every 20 years. The last Master Plan was completed in 1997. The Airport completed an Airport Layout Plan update in 2009.
- How:** FAA grant funded at 90%. Airport revenues will cover 10% of the project costs. The Airport has contracted with Mead and Hunt to assist in completing the project. The cost to complete this project is \$837,705.
- Status:** Airport aerial survey has been mostly completed. The draft Inventory chapter has been completed and discussed at the November 2014 RAAC meeting. The Forecast draft chapter was discussed at the February 2015 RAAC meeting. The Capacity Analysis and Facility Requirements Chapter was presented at the May 2015 meeting. The initial Alternatives discussion was presented at the August 2015 meeting. The FAA is again reviewing the Forecast and Airport staff are discussing with them the Critical Aircraft designation. Once those variables are known, alternatives can be better planned. Airport staff submitted an update to the Forecast Chapter based on FAA comments in early February 2016. Comments came back from FAA staff on July 11, 2016. The Airport, Mead and Hunt, and the FAA had a meeting to discuss next steps on July 20, 2016. Based off of FAA comments from the meeting, Mead and Hunt has prepared a scope of work addendum to cover expected additional costs of completing the forecast chapter. That addendum was sent to FAA for review on August 3, 2016. Comments on that addendum were sent back from ADO and received on August 5, 2016. The ADO has rejected the proposed addendum to the contract. Mead and Hunt and airport management have created and submitted a significantly updated version of the Forecast as of November 10, 2016.

**608 West Perimeter Road Building Lease (PSE Hangar) - In Progress**

- What:** Transitioning the 608 West Perimeter Road building from a month-to-month to a term lease. This building is occupied by Northwest Seaplanes for their maintenance operation.
- Why:** Term leases provide more certainty about the building's ongoing occupancy.
- How:** Airport staff will create new lease documents.
- Status:** The market rents study is now complete. Airport staff have prepared a draft lease document for this building. That lease document is under initial review by the City's legal staff.

**622 West Perimeter Road Building Lease (NW Seaplanes Maintenance) - In Progress**

- What:** Transitioning the 622 West Perimeter Road building from a month-to-month to a term lease. This building is occupied by Puget Sound Energy for their corporate airplane.
- Why:** Term leases provide more certainty about the building's ongoing occupancy.
- How:** Airport staff will create new lease documents.
- Status:** The market rents study is now complete. Airport staff have prepared a draft lease document for this building. That lease document is under initial review by the City's legal staff.

**Boeing Lease Rate Adjustment - In Progress**

- What:** The Boeing Company is due for a rate adjustment on their long term lease.
- Why:** Lease adjustments at certain time intervals were identified in the 2010 master lease with Boeing.
- How:** Lease adjustments will be made via an appraisal process.

**Status:** The market rents study is now complete. City staff have prepared an amendment to the Boeing lease and have sent that amendment to Boeing to review. Boeing met with airport management on November 3, 2016, to discuss the proposed lease rates. Next steps will be getting the amendment through the council process for approval.

#### Appraisal - Completed

**What:** An appraisal to assess Fair Market Value for a number of Airport buildings.

**Why:** Lease adjustments and lease transitions from month-to-month to term will be made once the appraisal is complete.

**How:** The Airport is funding the appraisal out of Airport generated revenues.

**Status:** Project is now complete.

#### Seaplane Scenics Operating Permit and Agreement – In Progress

**What:** An Operating Permit and Agreement with Seaplane Scenics.

**Why:** Seaplane Scenics, LLC is a flight instruction and sight-seeing commercial business looking to operate from the Airport and the adjacent W36 seaplane base.

**How:** Airport staff will create Operating Permit and Agreement documents for the City Council's consideration and approval.

**Status:** An application was submitted to the Airport on May 11, 2016. The applicant was notified that review of the application would not take place until the week of June 20, 2016. First review the application occurred in mid-July. The application was deemed incomplete and Seaplane Scenics was notified of the deficiencies and also notified that no commercial activity could occur from the Airport until the Operating Permit and Agreement had been executed. Seaplane Scenics has since resolved the application deficiencies. The operating permit is on hold pending a lease amendment with The Landing Gear Works (TLGW) for additional space in the building. TLGW has the lease on the building that Seaplane Scenics wants to operate out of. Once that lease amendment has gone through, the Seaplane Scenics operating permit may continue.

## **Airport Operations and Maintenance**

### **Runway and Vehicle Drive Lane Striping – On Hold**

- What:** Maintenance project to stripe the runway centerline and the vehicle drive lane located on the west side of the airport.
- Why:** The runway centerline is currently out of compliance. The northern 1000 feet of the runway was striped as an add-on to the Boeing north bridge project leaving the southern 2/3 of the runway with faded and obscured markings. The vehicle drive lane is significantly faded the full length of the airport.
- How:** The airport is in the process of soliciting quotes for the proposed scope of work. Any work completed for these projects are considered routine maintenance and would be paid from the major maintenance line item of the airport budget.
- Status:** The airport was able to contract with two vendors to stripe the runway and vehicle drive lane. Due to seasonal weather conditions it is unlikely that the contractor would be able to complete work this year. The airport is drafting an amendment to the contract to execute striping work at the earliest possible time in 2017.

### **New Airport Vehicle - In Progress**

- What:** Purchase of new Ford Explorer.
- Why:** Last year, airport management observed that the current fleet of four vehicles was not sufficient to allocate work efficiently across the entire staff. Additionally, two of the four vehicles have exceeded their useful life and were already due for replacement. The airport chose to expand the fleet by adding a fifth vehicle in 2016 to support operations, then pursuing a replacement strategy for the other vehicles going into 2017.
- How:** The new airport vehicle is funded via airport revenue from the Machinery and Equipment line item of the airport budget.
- Status:** The new Ford Explorer has been delivered to the city and is currently being retrofitted with airfield equipment and markings. The airport is expecting to take possession of the vehicle by the end of November.

### **Safety Self-Inspection/Lease Management Program – In Progress**

- What:** Project to transition airfield safety inspection, maintenance management and lease administration functions to contracted IT-based resource program.

- Why:** Currently the airport is managing all safety and lease functions via paper based means. As operations have grown, this has created inefficiencies related to airfield maintenance workflows and inter-agency coordination/reporting.
- How:** The airport is has secured a license to access CityWorks which will be the platform used to develop an in-house self inspection and maintenance workflow program.
- Status:** The Assistant Airport Manager has been working with the City of Renton GIS/IT Managers to develop this application. The development and testing process is expected to take up to 10-months to complete before roll-out into the field.

#### Security Gate System Upgrades – In Progress

- What:** Full security gate system upgrade for vehicle and pedestrian gates.
- Why:** The gate system experienced an unforeseen and serious crash. Airport staff brought in Entrance Controls to look at the problem. During this investigation, Entrance Controls noted that several Lenel hardware components appeared to have failed. This project will replace Lenel hardware at all but one vehicle gate and and update Lenel software.
- How:** Parts and labor covered by Airport generated revenue.
- Status:** The project for this contract with Entrance Controls is 95% complete. The airport initiated change orders to the contract to address issues with gate P-6. Completion of all work is expected by end of the year.

#### Rules and Minimum Standards Update – In Progress

- What:** Re-write to the current airport Rules and Minimum Standards.
- Why:** The Rules and Minimum Standards have not be updated since 2010. Over the past several months, there have been many FAA rulings which impact much of the language in the current Rules and Minimum Standards that the airport plans to address in the update.
- How:** The Assistant Airport Manager is expected to begin reviewing/editing the document in December and will send for legal review in early spring of 2017. Once the final language has been adjudicated, the Airport Manager plans to present the document to the RAAC for a vote.
- Status:** Not yet started

## **Airport Capital Program**

### **Shoreline Enhancement – In Progress**

- What:** As part of the permitting for the Maintenance Dredge project at the Seaplane Base, the Airport will make improvements to the shoreline north of the Runway. The project will remove concrete rubble and replace with rock to prevent erosion.
- Why:** This project is driven by permits issued for the seaplane base maintenance project that was completed early this year.
- How:** The Airport will fund this project. The contract for the design work with Hatch Mott McDonald is \$46,390.
- Status:** Project is at 90%.

### **Cedar River Hangar Building Electrical Upgrades– Building Electrical Upgrades – On Hold**

- What:** The Airport will update the electrical system in the hangars over the next four years.
- Why:** The electrical system in the Cedar River Hangars is outdated and insufficient for tenant needs.
- How:** The Airport will fund the electrical upgrades. URS prepared construction plans for the project. The design for electrical project is complete and the permit is ready to be picked up. The estimated cost to complete this project is \$75,000.
- Status:** The Airport will be seeking bids to construct the improvements and narrow the cost estimate during 2017.

### **Control Tower Seismic Upgrades and First Floor Remodel Project – In Progress**

- What:** Seismic upgrades to the whole structure and a remodel of the first floor of the Control Tower building.
- Why:** The Control Tower is not seismically sound and is subject to massive failure during an earthquake. The first floor is being remodeled to improve the functionality of the floor plan layout and optimize operations for current and future Airport staff.
- How:** Airport generated revenue will be used to fund this project. The current cost estimate to complete this work is \$2 million.



**Status:** KPG has submitted their final draft of the pre-design report. The Airport has reviewed this document. The Airport has asked KPG to create a scope and fee to take design to 100%. The City has received the scope and fee from KPG and is seeking to execute a contract with KPG for the design. That contract will go to Council on May 9. The Airport expects to issue the Notice-to-Proceed for KPG by the end of May. Design should be complete in 2016 and construction is expected in 2017.

#### **Boeing 760/770/820 Parcel and Apron A Improvements - In Progress**

**What:** Boeing is completing infrastructure and other parcel improvements to the 760/770/820 parcels.

**Why:** Boeing will be using all three of these parcels for short term 737 MAX airplane parking.

**How:** Project is fully funded by The Boeing Company.

**Status:** Construction work on 760/770/820 and Apron A is done. Boeing's contractor is responding to Airport/City punch list.

#### **Extension of Bike and Pedestrian Trail - In Progress**

**What:** Construction of a bicycle and pedestrian trail from Logan Avenue, around to Airport Way, and then northbound on Rainier Avenue.

**Why:** This project will move bicyclists and pedestrians off East and West Perimeter Roads by connecting the existing trail end just before the Logan Avenue Bridge to the bicycle route on Rainier Avenue via Airport Way South.

**How:** Project is funded via federal grants and City general fund tax revenues. No Airport revenues are being put toward this project with the exception of property acquisition of the Car Shop at the corner of Logan Avenue and Airport Way South on the southeast corner of the Airport. The project is estimated to cost \$2 million.

**Status:** Project is at 60% design.

#### **Installation of Fiber or Cable – On Hold**

**What:** Addition of fiber or cable on Airport property for better connectivity.

- Why:** Requested by tenants in the southeast corner for high speed internet and television. This is also a good infrastructure improvement for the remaining tenants.
- How:** Design and construction costs covered by provider.
- Status:** Comcast staff continues to design their conduit runs around the Airport after receiving Airport feedback on the design. The agreement has been in Comcast's hands for several months. No change since last RAAC meeting. Airport has recently been talking with Wave broadband about bringing service into the southeast corner of the Airport. No movement on this issue in recent months.